

**TOWN OF JAMESTOWN**  
**TOWN COUNCIL MEETING**  
for  
**TOWN, WATER AND SEWER MATTERS**

Monday, May 20, 2024

A regular meeting of the Jamestown Town Council sitting as the Board of Water and Sewer Commissioners was called to order at the Jamestown Town Hall, Council Chambers, 93 Narragansett Avenue at 5:06 PM by Commission President Nancy A. Beye.

The following members were present:

Mary E. Meagher, Commission Vice-President  
Erik G. Brine  
Michael G. White  
Randall White

Also present were:

Edward Mello, Town Administrator  
Roberta J. Fagan, Town Clerk  
Michael Gray PE, Public Works Director  
Christina D. Collins, Finance Director  
Peter D. Ruggiero Esq., Town Solicitor  
Brenda Hanna, Stenographer  
Denise Jennings, Water and Sewer Clerk

Commissioner Brine removed himself from the Commission dais, as he will be abstaining from discussion pertaining to the applications for the water extension.

**UNFINISHED BUSINESS**

Motion was made by Commission Vice-President Meagher, seconded by Commissioner Randall White to allow discussion on the four water extension applications. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

- 1) Review, Discussion and/or Action and/or Vote on the **application of Jeffrey and Deborah Saletin (Plat 7 Lot 135, 14 Seaview Avenue)** for utility service connection (water) and as amended on March 29, 2024 to an application for a water line extension.
  - a) Application for utility service connection (water) received January 2, 2024
  - b) Memorandum dated February 13, 2024 from Michael Gray, Public Works Director to the Board of Water and Sewer Commissioners
  - c) Memorandum dated February 16, 2024 from Robert F. Ferrari, PE to the Town of Jamestown
  - d) Application for water line extension received March 29, 2024
  
- 2) Review, Discussion and/or Action and/or Vote on the Letter dated 01/02/24 from Attorney Joelle C. Rocha and the **application of Glenn and Marjorie Andreoni (Plat 7 Lot 34, 10 Seaview Avenue)** for water line

extension.

- a) Letter dated January 2, 2024 from Attorney Joelle C. Rocha and the application for water line extension received on January 2, 2024
  - b) Memorandum dated February 13, 2024 from Michael Gray, Public Works Director to the Board of Water and Sewer Commissioners
  - c) Letter dated February 19, 2024 from Attorney Joelle C. Rocha and exhibit showing existing OWTS & Well
- 3) Review, Discussion and/or Action and/or Vote on the **application of Paul Frechette (Plat 7 Lot 101, 19 Seaview Avenue)** for utility service connection (water) and as amended on March 29, 2024, to an application for a water line extension.
- a) Application for utility service connection (water) received January 2, 2024
  - b) Memorandum dated February 13, 2024 from Michael Gray, Public Works Director to the Board of Water and Sewer Commissioners
  - c) Addendum (3 pages) submitted February 20, 2024 re: well
  - d) Addendum with note (5 pages) submitted March 21, 2024 re: well
  - e) Application for water line extension received April 1, 2024
- 4) Review, Discussion and/or Action and/or Vote on the **application of Stephen Zimniski and Suzanne Gagnon (Plat 7 Lot 94, 7 Seaview Avenue)** for water line extension
- a) Application for water line extension received January 2, 2024
  - b) Memorandum dated February 13, 2024 from Michael Gray, Public Works Director to the Board of Water and Sewer Commissioners
  - c) Well works LLC report and estimate dated October 1, 2018.
  - d) Letter dated May 1, 2024, from applicants Stephen Zimniski and Suzanne Gagnon to Public Works Director Michael Gray requesting a continuance of the original application if no decision can be rendered on May 6 by the Board of Water & Sewer Commissioners.

Commissioner Randall White stated the following:

- The four applicants have provided all of their evidence.
- The Commission has met three times to review and discuss the four applications.
- During the sessions the Commission has entertained and heard all four applicants. There are some items that are similar.
- The existing water line ends at 36 East Shore Road. The distribution line will be extended to 68 East Shore Road.
- 68 East Shore Road if east of Seaview Avenue.

Commissioner Randall White gave a lengthy summary of the history of the rules and regulations, the recent change to the RIGL, the distribution system, the water supply and the rural water district.

Commission Vice-President Meagher stated the following:

- We are a community and her sense of community makes this a hard decision.
- The situation for the applicants is a difficult one.
- The Commission's responsibility is to its water users.
- The Commission should deny the four applications.

Commission Vice-President Meagher gave a brief summary of the history of the rules and regulations and the rural water district.

Commissioner Michael White stated the following:

- When the applicants acquired their property, it was supported by private wells.
- The Commission does not want to expand the water system and/or the rural district.
- The recent change in the RIGL does not affect the Commission's decision.
- The Commission's responsibility is to its water users.

Commission President Beye stated that she would like to entertain a motion to approve or disapprove the applications and that she would like to confer with the Town Solicitor on this matter.

Brief discussion ensued with the Town Solicitor. Motion was made by Commission Vice-President Meagher, seconded by Commissioner Michael White to continue this matter to the next Water and Sewer meeting on June 17, 2024 and to direct the Town Solicitor and staff to draft decision letters and return them to the Commission for their review and approval at the meeting on June 17, 2024. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

The Town Solicitor dismissed Brenda Hanna, Stenographer.

Commissioner Brine returned to the Commission Dais.

### **OPEN FORUM**

Commission President Beye noted that this open forum would be for water and sewer matters only.

1) Scheduled requests to address:

(None)

2) Non-scheduled request to address:

Paul Sprague of 11 Mast Street stated that he was wondering if all Commissioners should recuse themselves from the water extension discussion, as they are all on municipal water. He further stated that the applicants who are requesting a water extension are in need of water and he is wondering how we can make this happen. He stated that these people have septic systems and their well water goes back into the aquifer, whereas municipal water customers who have municipal water and sewer, their water goes to the wastewater plant and then into the bay. These Seaview Avenue residents' water may benefit the aquifer and they will help us, not hurt us.

### **REPORT OF TOWN OFFICIALS**

1) **Pumping Report:**

The Public Works Director reported the following:

- JR-1 well is in service.
- Transfer pumping remains inactive.
- Pumping was down for the month of April
- Rainfall was down for the month of April, compared to March.
- North Reservoir is @ capacity, usable storage-60 MG.
- South Pond is @ capacity, usable storage-6 MG

2) **Town project reports: (See attached Project Update Report dated May 2024)**

**Treatment Plant-**

The Public Works Director reported the following:

- The contract with Veolia to provide staff has expired and is not renewable. We will continue to operate with two staff members. Our newest staff member has passed his first certification test.
- Pare Corporation continues to work on the update of the rules and regulations and hope to have a draft for the next meeting in June.
- The RIDOH has assigned staff to review the corrosion control study that was required as part of our emergency interconnection with the Town of North Kingstown.

**Distribution System-**

The Public Works Director reported the following:

- Atlas Painting continues to work on the punch list.
- He has attached a copy of the rules and regulations, specifically section 15A (1) regarding the prohibition of in-ground or underground irrigation sprinkler systems for discussion with the Commission.

Brief discussion ensued regarding the regulations prohibiting in-ground or underground irrigation sprinkler systems. Commission Vice-President Meagher stated that she would like to include a notice with the next water and sewer billing that irrigation systems are not allowed to be hooked to the municipal water system. The Public Works Director distributed a draft of the water restrictions advertisement to be placed in the newspaper in June. Discussion ensued regarding cisterns and wells for irrigation. Commission consensus: To ask staff to update the advertisement and to include the prohibition of in-ground or underground irrigation sprinkler systems and to also include that cisterns and wells for irrigation are allowed and to ask customers to inform the Town if they have a cistern or well for irrigation

**Wastewater Treatment Plant-**

The Public Works Director reported that staff from Weston & Sampson is working on a draft assessment report for the wastewater facility and pump stations.

Following clarification on a few items, it was the consensus of the Commission, to accept the Public Works Director’s report, as submitted.

**LETTERS AND COMMUNICATIONS**

- 1) Review, Discussion and/or Action and/or Vote on the **Letter from Paul O’Reilly of 13 Ocean Avenue re: request for relief from his 04/2024 Water and Sewer bill**

The Public Works Director stated that this was an unfortunate situation, although historically we do not give relief on the water side, as it takes money to treat that excess water.

Commission President stated that typically relief can only be given on the sewer side of the bill. The Finance Director stated that historically, an average of water usage is taken over a three-year period and the sewer relief will be given on the difference.

Motion was made by Commission Vice-President Meagher, seconded by Commissioner Michael White to grant sewer relief, as reported by the Public Works Director and the Finance Director. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Brine, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

**NEW BUSINESS**

- 1) Review, Discussion and/or Action and/or Vote: At the request of Commissioner Vice President Meagher **notice to customers and issuing fines and/or violations with in-ground or underground irrigation or**

**sprinkler systems connected to the Municipal Water System.** Previously discussed.

2) Review, Discussion and/or Action and/or Vote: At the recommendation of Town Administrator Mello, approval of **the request to develop and advertise a request for qualifications (RFQ) and/or request for a proposal (RFP) for vendor service to operate and manage the water treatment facility.**

The Town Administrator reported that staffing is an industry wide problem and he briefly outlined his plan for staffing at the water treatment facility. Brief discussion ensued.

Following clarification on a few items, motion was made by Commissioner Brine, seconded by Commission Vice-President Meagher to authorize the Town Administrator to develop and advertise a request for qualifications (RFQ) and/or request for a proposal (RFP) for vendor service to operate and manage the water treatment facility, while continuing to recruit a staff member for the water treatment facility. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Brine, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

### CONSENT AGENDA

1) **Adoption of Minutes:**

- a) March 6, 2024 (special meeting)
- b) March 18, 2024 (regular meeting)
- c) April 1, 2024 (special meeting)
- d) April 10, 2024 (special meeting)

2) **Finance Director's Report:** Comparison Budget to Actuals as of April 30, 2024.

Motion was made by Commissioner Brine, seconded by Commission Vice-President Meagher to accept the Consent Agenda, as presented. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Brine, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

### ADJOURNMENT

Motion was made by Commissioner Brine, seconded by Commission Vice-President Meagher to adjourn the meeting of the Jamestown Town Council sitting as the Board of Water and Sewer Commissioners at 7:27 PM. Vote: President Beye, Aye; Commission Vice-President Meagher, Aye; Commissioner Brine, Aye; Commissioner Michael White, Aye; Commissioner Randall White, Aye.

Attest:

Denise Jennings  
Water and Sewer Clerk